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**From:** Shams, Dahnish [Shams.Dahnish@epa.gov]  
**Sent:** 7/1/2016 4:42:15 PM  
**To:** Soto, Vicki [Soto.Vicki@epa.gov]  
**CC:** Perovich, Gina [Perovich.Gina@epa.gov]  
**Subject:** Re: IRIS Timeline development  
**Attachments:** IRIS Dashboard\_07.01.16.xlsx

**Flag:** Follow up

I did update the Gantt charts (see attached file)! I'll send that along to Sam in a bit. I'll also add that after I started doing the visual timeline, I started to think that we are setting ourselves up to have a really nice suite of program tracking options...

- **the timeline adds a visual very high-level, long-term** look at where assessments fall month wise and over fiscal years, so we can predict what chemicals will make it to peer-review and when assessments will go final (etc.) annually.
- **the calculator** which will helps to **ID the dates** on the timeline more specifically.
- **the dashboard** to **communicate** the information on the calculator in a user friendly manner.
- **the RAP sheets** to help **inform** the dates that go into the calculator. I'll also add that in the attached Excel document, I've causally been working on a proposal to revamp the RAP sheets to include more information than the RAP sheets currently provides (e.g., ID which members of the workgroup are reviewing each section and when they finished their review, when they go for review with the DWG, - to help Sam - ID reviewers from the ERC in advance of their review so everyone knows their responsibilities, when literature reviews have occur or need to occur, etc.). I envision this version asking for more information explicitly. It still needs to be flushed out, but you can probably see what I was envisioning.

Let me know what you guys think!

-Dahnish

Dahnish Shams  
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**From:** Soto, Vicki  
**Sent:** Friday, July 1, 2016 12:10 PM  
**To:** Shams, Dahnish  
**Cc:** Perovich, Gina  
**Subject:** IRIS Timeline development

See my responses below and I'm pulling Gina in....

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**From:** Shams, Dahnish  
**Sent:** Friday, July 01, 2016 11:57 AM

To: Soto, Vicki <Soto.Vicki@epa.gov>  
Subject: Re: You are off all next week right?

AH! got it. We should definitely talk then. Sam and Mary had asked if I could turn the dashboard into something "visual," looking out over a long period of time (i.e., several FYs), hence the timeline. What does your visually look like? I should also note outside of the 8 chemicals in the next 6 months none of the timeframes are accurate on the timeline. They are simply for display purposes. Sam and Mary had asked for something more than just dates on a page and something more expansive than a Gantt chart. Let me know what you think. Perhaps, we can blend the two if they are similar enough.

While I agree – I think we need to work towards something that we can build automatically. It is impossible to keep changing them manually. I have not really built anything like this yet other than a Gantt chart. I think you and I and Gina should talk and then have something that we would go to IMC with for review. Once we have it approved there I think it should go to the staff for review and comments – that way everyone will be on the same page as far as timing etc. I will try to work on a list for us (I wanted to start today but it's been busy with other things). I have 2 5hour drives this weekend, so that should give me time to come up with something. It will be based on some work that Gina and I did for something for Ken. PS I like the look of your timeline a lot.

ETBE went to ERC. Ex. 5 Deliberative Process (DP)  
Ex. 5 Deliberative Process (DP)

Ex. 5 Deliberative Process (DP) Sam needs the dates for the chemicals in the dashboard. We have to send her that today so she can see it. She asked for it, but I couldn't get it to her before I left. She needs to know all the chemicals in the next two months coming to her for review or check-in.

I had a chart that built the Gantt chart in your dashboard file. If that is updated, you can send that list to Sam – it has the start and end dates of ERC reviews, but the data is from your first file last week so the dates aren't current anymore.

Do you want me to send it to her? I don't know what you have date wise, but you seem to have a more full picture of all the information we can provide her. Let me know. No, I wouldn't say that I have the whole picture☺ I would send Samantha and Gina and updated list from the Gantt chart page when you have it (or I can update it based on your current data – just let me know (see above). Those tables will build the Gantt charts along with it so you can include those if you want.

As for the TMB files, Gina said she would send that to Allen and I yesterday, but I never saw it. Maybe she just sent it to Allen? Ex. 5 Deliberative Process (DP)

Ex. 5 Deliberative Process (DP)  
Ex. 5 Deliberative Process (DP) OK I will follow up with Gina next week so we can get them updated an filed on the O drive.

-Dahnish

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**From:** Soto, Vicki  
**Sent:** Friday, July 1, 2016 11:36 AM  
**To:** Shams, Dahnish  
**Subject:** RE: You are off all next week right?

Yes \_\_ there is the calculator that will do things automatically and then there is something Gina and I worked up for Ken. I want to try to automate these things as much as possible so we only have to update 1x in one place.

Weren't things supposed to go to ERC this week? N-butanol and ETBE? I don't think they went right?

Did you have a chance to check on the IA comment files from TMBs? Should I take care of that today?

Vicki

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**From:** Shams, Dahnish  
**Sent:** Friday, July 01, 2016 11:34 AM  
**To:** Soto, Vicki <[Soto.Vicki@epa.gov](mailto:Soto.Vicki@epa.gov)>  
**Subject:** Re: You are off all next week right?

Totally! Have you been working on something similar (i.e., the timeline)? **Ex. 5 Deliberative Process (DP)**

**Ex. 5 Deliberative Process (DP)**

## **Ex. 5 Deliberative Process (DP)**

It definitely needs a management level discussion. Maybe at MC next week? Definitely, something to talk to Gina about.

-Dahnish

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**From:** Soto, Vicki  
**Sent:** Friday, July 1, 2016 11:12 AM  
**To:** Shams, Dahnish  
**Subject:** RE: You are off all next week right?

Ok I was looking at what you have on the O drive. I think we need to coordinate because I don't want to duplicate what you are doing, but I want to try to automate things as much as we can.

Also-I think we all need to agree about how long each item takes (reviews and development time). I think there is some competing ideas about this.

Vicki

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**From:** Shams, Dahnish  
**Sent:** Friday, July 01, 2016 11:10 AM

**To:** Soto, Vicki <[Soto.Vicki@epa.gov](mailto:Soto.Vicki@epa.gov)>

**Subject:** Re: You are off all next week right?

Yes! I'm going to send another updated version that I just read through. There are a few new things that I added too. I'll send an email to you and Gina in a minute.

-Dahnish

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**From:** Soto, Vicki

**Sent:** Thursday, June 30, 2016 3:21 PM

**To:** Shams, Dahnish

**Subject:** RE: You are off all next week right?

Ok – is your updated milestone spreadsheet up to date?

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**From:** Shams, Dahnish

**Sent:** Thursday, June 30, 2016 3:21 PM

**To:** Soto, Vicki <[Soto.Vicki@epa.gov](mailto:Soto.Vicki@epa.gov)>

**Subject:** RE: You are off all next week right?

OK. I'm back on Thursday morning.

-Dahnish

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**From:** Soto, Vicki

**Sent:** Thursday, June 30, 2016 2:32 PM

**To:** Shams, Dahnish <[Shams.Dahnish@epa.gov](mailto:Shams.Dahnish@epa.gov)>

**Subject:** RE: You are off all next week right?

No I am only off on Tuesday

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**From:** Shams, Dahnish

**Sent:** Thursday, June 30, 2016 2:31 PM

**To:** Soto, Vicki <[Soto.Vicki@epa.gov](mailto:Soto.Vicki@epa.gov)>

**Subject:** You are off all next week right?

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